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June 12, 2018  
Via Electronic Mail

Presque Isle Villas Condominium Homeowners Association, Inc.  
Attn: Board of Directors  
c/o Community Association Management, Limited  
P.O. Box 79032  
Charlotte, NC 28271-0030

**Re: Presque Isle Villas COA – Maintenance Responsibilities**

To Whom It May Concern:

My name is Michael Ganley, and I am the attorney for Presque Isle Villas Condominium Homeowners Owners Association, Inc. (the “HOA”). The purpose of this letter is to give some background and clarity to the issue of the scope and extent of the maintenance responsibilities of the HOA. Your property manager, Community Association Management, requested that I prepare a maintenance responsibility chart to ensure that it mirrors the North Carolina Condominium Act as codified in N.C.G.S. § 47-C, and the provisions contained within the Declaration of Condominium of record at Book 2233, Page 287, Orange County Registry (the “Declaration”), along with all subsequent amendments, if any, and other governing documents of the subdivision.

Below is the reviewed and approved Maintenance Responsibility Chart for the COA:

ITEM	COA	OWNER	PAYMENT	AUTHORITY	NOTES
Awnings	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Balconies	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...balconies..."
Ceilings		x		Section 4	"Each unit is bounded both as to horizontal and vertical boundaries by the interior surface of its perimeter walls, ceilings, and floors."
Chimney	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Common Areas	x		COA	Section 5(b)	"The common areas and facilities consist of...the community center, swimming pool and pocca ball court, trash collection areas and equipment related thereto, parking areas...equipment rooms, lobbies and lobby closets, privacy wall, fountain and permanent signage..."
Courtyards	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...courtyards..."
Decks	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...any deck..."
Doorbell	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Doors - Exterior		x		Section 12(k)	"Each Unit Owner shall be responsible for repair and replacement of...doors."
Doors - Frames		x		Section 12(k)	"Each Unit Owner shall be responsible for repair and replacement of...doors."

ITEM	COA	OWNER	PAYMENT	AUTHORITY	NOTES
Doors - Glass		x		Section 12(k)	"Each Unit Owner shall be responsible for repair and replacement of...doors."
Doors - Interior		x		Section 4	"...appurtenances located within any unit and designed to serve only that unit shall be a part of the unit."
Doors - Painting		x		Section 12(k)	"Each Unit Owner shall be responsible for repair and replacement of...doors."
Doors - Screen	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Driveways	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...driveways..."
Drywall/ Sheetrock (not part of wall between units)	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Exteriors/ Siding	x		COA	Section 5(c)	"Common Areas and Facilities shall mean and include...all exterior walls..."
Fascia	x		COA	Section 5(c)	"Common Areas and Facilities shall mean and include...all exterior walls..."
Foyers (Carriage Units)	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...foyer of carriage units..."
Fences	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Flooring		x		Section 4	"Each unit is bounded both as to horizontal and vertical boundaries by the interior surface of its perimeter walls, ceilings, and floors."
Foundations and Structure	x		COA	Section 5(b)	"The common areas and facilities consist of...all foundations..."
Foundation Vents	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Garages - attached		x		Section 4	"Each unit is bounded both as to horizontal and vertical boundaries by the interior surface of its perimeter walls, ceilings, and floors."
Garages - assigned	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...assigned garage..."
Garages - exterior drainage	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Garage - opener (assigned)	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...assigned garage..."
Garage - opener (attached)		x		Section 4	"Each unit is bounded both as to horizontal and vertical boundaries by the interior surface of its perimeter walls, ceilings, and floors."
Garage - doors	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...assigned garage..."
Garage - frame	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...assigned garage..."
Gutters, downspouts, extenders & splash pans	x		COA	Section 5(g)	"The common areas and facilities consist of...all parts of the property...for common use necessary or convenient to the existence, maintenance or safety of the property..."
Interiors		x		Section 4	"Each unit is bounded both as to horizontal and vertical boundaries by the interior surface of its perimeter walls, ceilings, and floors."
Landscaping (except for rear yards)	x		COA	Section 5(g)	"The common areas and facilities consist of...all landscaping..."
Landscaping (rear yards)	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...rear yard..."
Lights - common area	x		COA	Section 5(g)	"The common areas and facilities consist of...all site improvements..."

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ITEM	COA	OWNER	PAYMENT	AUTHORITY	NOTES
Lights – unit exterior	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Mail Kiosk	x		COA	Section 5(g)	"The common areas and facilities consist of...all site improvements..."
Mail Kiosk – individual boxes	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Mail Kiosk - keys	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Parking Areas	x		COA	Section 5(c)	"The common areas and facilities consist of...parking areas..."
Party Walls		x		Section 4	"The cost of reasonable repair and maintenance of a boundary wall shall be shared by the owners who make use of the wall in proportion to such use."
Patios	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...patios..."
Pest Inspection, Control & Treatment – Common Area	x		COA	Section 5(g)	"The common areas and facilities consist of...all parts of the property...for common use necessary or convenient to the existence, maintenance or safety of the property..."
Pest Inspection, Control & Treatment - Units		x		§ 47C-3-107	"Each unit owner is responsible for maintenance, repair and replacement of his unit."
Pipes, Valves, Spigots and Drains – outside unit	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Porches	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...porches..."
Porches - ceilings	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...porches..."
Porches - railings	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...porches..."
Roof	x		COA	Section 5(c)	"The common areas and facilities consist of...the roof..."
Roof – Boots	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Roof – Sheathing	x		COA	Section 5(c)	"The common areas and facilities consist of...the roof..."
Roof - Vents	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Sheetrock					
Soffit	x		COA	Section 5(c)	"Common Areas and Facilities shall mean and include...soffit..."
Sprinkler Heads		x		§ 47C-3-107	"Each unit owner is responsible for maintenance, repair and replacement of his unit."
Sprinkler System	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Steps (Front and Rear Brick)	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Storage Rooms	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include...storage room appurtenant to such of the Units..."
Utility Lines – in unit		x		Section 4	"Mechanical equipment located within any unit and designed to serve only that unit shall be a part of the unit"

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ITEM	COA	OWNER	PAYMENT	AUTHORITY	NOTES
Utility Lines - shared	x		COA	Section 5(d)	"The common areas and facilities consist of...all central appurtenant installments for operations and for services such as power, lights, telephone, security system, cable TV, elevator, cold water for common building usage, heat and air conditioning for common building usage..."
Utility Meters	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Vents - Attic	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Vents - Dryer	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Vents - Fireplace	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Walks/ Walkways - Community	x		COA	Section 5(g)	"The common areas and facilities consist of...all site improvements..."
Walks/ Walkways - Units	x		OWNER	Section 6	"Limited Common Areas and Facilities shall mean and include those common areas and facilities reserved for use by a certain Unit or Units to the exclusion of other Units."
Walls - interior (bearing)	x		COA	Section 5(c)	"Common Areas and Facilities shall mean and include...interior walls..."
Walls - interior (partition)		x		Section 5(c)	"Limited Common Areas and Facilities shall mean and include...interior walls except those partition walls..."
Windows		x		Section 12(k)	"Each Unit Owner shall be responsible for repair and replacement of...windows."
Windows - Frames		x		Section 12(k)	"Each Unit Owner shall be responsible for repair and replacement of...windows."
Windows - Glass		x		Section 12(k)	"Each Unit Owner shall be responsible for repair and replacement of...windows."
Windows - Painting		x		Section 12(k)	"Each Unit Owner shall be responsible for repair and replacement of...windows."
Windows - Screens		x		Section 12(k)	"Each Unit Owner shall be responsible for repair and replacement of...windows."

Thank you for allowing me to assist you in this complex process, and you can feel free to contact me if you have any further questions.

Sincerely,

Michael R. Ganley  
Attorney at Law

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